

Acting Chief, Finance Division ✓

27 January 1953

Comptroller

Limitations Required re Action of Director Approving 1953 Fiscal  
Year Funds for Project [ ]

25X1A

- REFERENCE: (a) TS Memorandum (TS 84641) from DD/P to DD/A Dated  
10 November 1952, with Attachment  
(b) Memorandum from Chief of Administration, DD/P to DD/A  
Dated 20 November 1952  
(c) Memorandum 4 December 1952 from [ ]  
to Chief, Budget Division

25X1A

1. The attachment to reference (a), in paragraphs 2 and 3,  
and reference (b) require the prior approvals of the DD/P or his  
Chief of Administration and the DD/A or his assistant of any  
single obligation incurred in excess of \$25,000 against the  
[ ] amount provided for in paragraph 2, of the attachment  
to reference (a) and of any obligation incurred for the procure-  
ment of any sedan or station wagon from the funds provided for  
in paragraph 3 of such attachment.

2. In order to establish controls over the foregoing limita-  
tions the DD/P has been requested by the DD/A to require each  
individual authorized to incur obligations against the related  
funds to obtain the necessary prior approvals before final action  
is taken to incur obligations subject to the limitations. The  
Finance Division is requested to verify that all documents  
representing obligations subject to the limitations show the  
required approvals of the DD/P or his Chief of Administration  
and the DD/A or his assistant, and in any case where such  
approvals are not shown the Comptroller should be notified of  
the circumstances for such action as is deemed appropriate.

E. R. SAUNDERS

TAS/PWG:gnk (23 December 1952)  
Rewritten 22 January 1953

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~~SECRET~~